



Minutes of the NOAA Small Boat Safety Board Meeting

August 15-16, 2006

Meeting held at MOP-C, Seattle, WA.



Minutes of Small Boat Safety Board (SBSB) Meeting

Date: Tuesday and Wednesday, August 15th and 16th, 2006

Time: All day meetings

Board members present:

- Mark Miller (SBSPC)
- Dennis Thaute, OLE
- Wayne Hoggard, NMFS (SE Region)
- Dana Wilkes, NOS
- Dennis Donahue, OAR
- Chad Yoshinaga, NMFS (PI Region)

Board members not present:

- Don McMillan, NMFS (NE Region)
- LCDR Douglas Schleiger, NMFS (NW Region) replaced by Chad Yoshinaga.
- Paul Parsons, Safety & Security Division Chief
- LT Daniel Price, Small Boat Engineer – East Coast
- John Shanahan, CA Officer (facilities)

Contractors present:

- Nico Corbijn, BMT Designers & Planners, Inc. PM

Agenda Items discussed:

The agenda for this meeting is as follows:

1. Review and approve minutes of the last Small Boat Safety Board meeting (July 13th) – attached to this message.

Meeting opened at 8.30AM (PT). Minutes from the previous meeting were approved. Minutes of July meeting will be distributed by SBSPC to interested parties.

2. SBSB review of Charter

Although not an agenda item, the SBSB reviewed in details its Charter. A memo was drafted to Rear-Admiral De Bow, which included a list of LO representatives' names and a request (through De Bow) for the LO AA's to formally assign and name the SBSB members representing the individual LOs. The new charter was included in the memo. (New charter attached to the minutes of this meeting.)

3. SBSB review of NAO 209-XXX

NAO 209-XXX, which was presented to NMAO in March 2006 for review, was modified and simplified. A memo was drafted addressed to De Bow which included a request for review and approval at the earliest convenience of the NAO, the PFD policy, and the Inspection Criteria Requirements for Small Boats.

4. Recommending new NMAO SBSB Rep and LOSBO, CDR Frank Wood.



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Awaiting the reply from De Bow on the above mentioned memos, the SBSB decided to postpone the recommendation of new members to the SBSB. As part of the recommendation of CDR Frank Wood, the SBSB discussed whether small boats operating from large NOAA platforms should conform to the requirements of NAO 209-XXX "Safety and Management of NOAA Small Boats". Including these small boats to the current inventory of boats would increase the total number of small boats by about approximately 60. The SBSB decided to put this question to De Bow, following feedback on the previously mentioned memos.

5. Update on the distribution of the Inspection Checklists (SBSPC). Trailer checklist addition.

The SBSPC informed the SBSB that the Inspection Checklist was currently with NMAO for review. As mentioned in item 3. the Inspection Checklist would be included in the list of items to be submitted to De Bow for review and approval. The checklists as submitted are currently out in the fleet in draft format and reviewed by the small boat community.

6. Progress on Training Course

It was reported by the SBSPC that the NOAA-component of the Small Boat Training Program is the significant hold-up for rolling out the program. The SBSPC suggested to use to services of a NOAA training contractor to finalize the NOAA component of the course.

The SBSB discussed training methods and entry level requirements. The Personal Qualification Standards for Small Boat Operations were discussed and it was agreed that the SBSB should provide the small boat community with guidance on format, form, and filing requirements for PQSs.

7. NOAA Small Boat Policy

Although, initially, this was the main focus of the meeting, the review of the SBSB Charter and the NAO forced a review of the NSBP to a later date. It was decided that a "one NOAA policy" would be beneficial for all, but that it was only achievable if LO compromises could be reached. It was decided that the next SBSB should concentrate primarily on the NSBP and that a follow-on meeting should be scheduled around this year's Workboat Show in New Orleans, November 30th and December 1st.

8. Review and update of Plan of Action and Milestones.

The POA&M was not reviewed in detail. This was postponed until the next meeting.

9. Set time and date for next SBSB meeting.

No meeting time was set for the next SBSB meeting. A tentative meeting is scheduled for Thursday, September 7th, from 10.00AM – 12.00 noon (PT)/ 1.00PM – 3.00PM (ET). This meeting will be conducted via conference call and on-line support.